



**Ordinance 7-2018**

**Ordinance 8-2018**

**Ordinance 9-2018**

**City Council ordinances on first reading, March 6, 2018**

Staff Representative: Tiffany Hooten, Finance Director

# Policy Questions

- Does city council support an amendment to the 2018 annual appropriation for the carryover of 2017 encumbered funds?
- Does city council support an amendment to the 2018 Littleton Sewer Utility Enterprise budget for the carryover of 2017 encumbered funds?
- Does city council support and amendment to the 2018 Littleton Stormwater and Flood Management Utility Enterprise budget for the carryover of 2017 encumbered funds?

# Background

- The city issues purchase orders to encumber funds budgeted for specific projects, goods or services.
- Projects are not always able to be completed or spent within the fiscal year in which they began.
- This leaves an open purchase order, or encumbrance, at the end of the fiscal year.
- Staff would like to formally re-appropriate these open purchase orders in the 2018 budget.

# Staff Analysis

- Each purchase order consists of a project, good and/or service that was not completed or spent in 2017.
  - Street rehab projects,
  - Open space projects,
  - Uniforms,
  - Professional services, and etc.
- These ordinances will formally re-appropriate these funds in the 2018 budget.

Fund	# of Open PO's	Amount
General Fund	35	\$ 564,847
Conservation Trust Fund	1	\$ 24,000
Grants Fund	1	\$ 119,610
Open Space Fund	2	\$ 165,421
Capital Projects Fund	11	\$ 326,003
Property and Liability Fund	1	\$ 55,882
Sewer Utility Enterprise Fund	2	\$ 19,040
Stormwater Utility Enterprise Fund	1	\$ 5,525
Total	54	\$ 1,280,328

# Options

- Approve the 2018 amendment to align the expenditures with the budget
- Do not approve the amendment

# Fiscal Impacts

- Total increase to the 2018 budget for all funds is \$1,280,328.
- There is adequate fund balance in the 2018 budget for these amendments.

# Staff Recommendation

Staff recommends approval of the ordinances on first reading.



**Questions?**